

**NEW ENGLAND LABORERS' and CRANSTON PUBLIC SCHOOLS  
CONSTRUCTION and CAREER ACADEMY  
BOARD OF DIRECTORS MEETING**

**September 10, 2013**

**12:00 P.M. Executive Session**

**Public Session Immediately Following**

**4 Sharpe Drive**

**MINUTES**

**This meeting of the New England Laborers' and Cranston Public Schools Construction and Career Academy was held on the above date in the conference room and called to order at 12:00 p.m. with the following members present: Mr. Sabitoni (acting chairperson until Mr. Traficante arrived at 12:07 p.m.), Mr. Cardi, Mr. Santangelo, Dr. Leone, Ms. Nota-Masse (in place of Dr. Lundsten) and Mr. Rampone. Mrs. McFarland and Ms. Oberlander were absent.**

**The meeting was called to order; the roll was called. There was a quorum present.**

**Minutes of Previous Meeting(s) Approved – August 20, 2013**

**Moved by Dr. Leone; seconded by Mr. Rampone; all were in favor.**

**Public Acknowledgements/Communications – there were none.**

**Chairperson's Communications – Mr. Sabitoni read an email from Ms. Oberlander submitting her resignation due to a conflict in her son's schedule at school and transportation issues. It was decided a new parent would be sought out and placed on the next agenda.**

### **Executive Director's Communications**

**Mr. Curran stated – at our last meeting we approved the hiring of a biology teacher and about an hour later I received an email from that person saying that she was not going to take that position after all; she had been offered a job at URI where she had been in school and decided that was a better prospect for her. So we are in the process of trying to fill that void. At the next board meeting I would suspect I will be bringing a recommendation to you for a new person for that biology teacher position. We were fortunate that in our sub roster we had a science certified teacher; she is a middle school science certified teacher and has a general science certificate to fill that position for now. She is doing a great job for the interim while we search for a replacement.**

**We are also, on the personnel front, still trying to find a reading teacher. As you know we have a .5 reading position and we've gone through some interviews and have not come up with a candidate yet and the pool is rather small. We are continuing to work to fill that void. In the meantime I do have an English Language Arts certified teacher in that position to support the students in the reading lessons but obviously we are trying to get a reading certified teacher for that position. Hopefully at the next meeting I will have a candidate to bring**

**forth at that time.**

**We are going to do our typical reviews of our budget information and our enrollment information at these meetings but we are going to try to consolidate that information so that we have more time for discussion and to work on the recharter effort. From this point forward the review of our budget and our enrollment situation are probably going to be a briefer report than we have seen in the past. Carolyn working with us as a consultant also came up with a new format for printed reports and will be rolling that out a little later in the meeting. So, I am going to change the order of communications.**

**a. Monthly Update on the Budget (see handout #1 on file in the superintendent's office)**

**Mr. Curran stated – instead of going through every line item as we usually do; let's try to highlight things that might be significant changes or particular interest to the board.**

**Mrs. Corcelli reviewed the budget with the board.**

**Enrollment – Mr. Pecorelli presented his report (see handout #2 on file in the superintendent's office) and stated currently we have 161 students. Key issues for consideration; starting off with the guidance counselors from the middle schools will be coming here on Wednesday for a breakfast meeting. On Tuesday, October 1st the guidance counselors from East and West will be coming here for a breakfast meeting. Both of these meetings will be to inform them of**

our program and to discuss what we have to offer students. In the next few weeks I will be going to Segue Middle School in Central Falls to speak to the 8th grade class and to Johnston High School to speak with the guidance counselors. Our biggest problem as I stated at our last board meeting is transportation. A Charter Transportation bill that was defeated in the last session of the General Assembly and ironically it was defeated by the Rhode Island Federation of Teachers because it pertained to all charter schools and we are one of the exceptions that are in partnership with a public school. I understand this bill will be reintroduced next session. In the meantime the League of Charter Schools has been working on a private deal with a vendor. Right now I think it's going to be Ocean State Busing Company. It's in its final stages of approval and if it goes through, which it should, we will have private busing available to us at the same fees we currently pay to RIDE. It will be a great recruiting tool for next year when we can tell them in the spring that there is busing for those communities.

Lastly (in the report out) I indicated the districts that currently bus to NEL/CPS. We have never had a student from Barrington or Bristol might have had one from Lincoln, and we never had one from Warren. Unfortunately that is the region assigned to Cranston. With this private busing company that the League is putting together we hope to have Scituate, Warwick, West Warwick which are our surrounding communities. That would really help with recruitment. Discussion ensued regarding routes to be determined and the financial aspect of this.

**Adult Education Update – (See handout #3 on file in the Superintendent's office)**

**Ms. Dzekevich stated – GED enrollment will be on September 9, 10 and 11.**

**GED computer lab construction is just about done; new program starts January 1, 2014.**

**Vocational Training – Certified Nursing Assistant classes are going on now with 26 students. Phlebotomy Technician class has 19 students and classes end on September 17th. Medical Office and Dental Assistant enrollment is continuing.**

**Credit Recovery (High School) – referrals are being faxed daily; start date to be determined.**

### **Focus Work**

**Mr. Curran stated – tomorrow Jeannine, Traf and I will be attending the quarterly meeting with Andrea Castaneda at RIDE. We will be bringing Carolyn with us as our consultant to report out on the latest update on where we are in the focus work. At our next meeting we will come back and report how that went. We expect it will go well; we have done a lot of work on this report and we think it shows some good progress for us and we are expecting to have a positive hour with RIDE tomorrow. They did tell us it would be one hour and no more than that.**

**A motion to accept the Executive Director's report was made by Dr.**

**Leone; seconded by Mr. Rampone. All were in favor.**

#### **Update on Recharter Work (binder required)**

**Ms. Ferris stated – we did get our dates for our recharter visit – February 4, 5, and 6, 2014. We got the last date and they called us ahead to let us know of these dates. We will probably meet with them prior to that; probably early fall. Mr. Curran stated – a RIDE representative, Nora Mia, has offered to come and meet with the board beforehand and give us a preparatory for the process and we will schedule that for a future meeting; maybe November or December.**

**Ms. Ferris continued – Nora Mia is very interested in the fact that we are the one school in the state that is doing both focus and rechartering at the same time and they want to see how we are measuring things and aligning things so we are not doubling up.**

**Renewal Site Visit Protocol was distributed to the board members (see hand out #4 on file in the Superintendent's office).**

**Ms. Ferris reiterated the need of reviewing this binder with the board members.**

**Board Committee Meetings (handout #5 on file in the superintendent's office) – Ms. Ferris stated last night about committees, and the fact that one thing that got pointed out the last time we went through the renewal process was that the board didn't have any committees and we a little bit disengaged from the staff and what was happening in the building. So in our last meeting we talked**

about potentially have three committees, one being fiscal management and that committee this year will focus on a scholarship drive to raise some funding for students. That will be their focus. The other committee will be School Improvement which includes overseeing the school improvement plans with recruiting being a piece of that so we can monitor that and brainstorm as needed. The last committee will be Instruction and Curriculum. One charge that you had when you left the retreat was to think about those three committees, decide which committee you wanted to partake in and the calendar (handout #5) I think it would be helpful if we all knew when the committees were meeting, how often they are meeting. I don't think it needs to be a huge commitment but just so we are showing we are making an effort to be engaged in certain parts and that way that gives us a couple of people in each area as our experts when they come to the table for the interviews. That way we cover all the bases and it won't seem like it is all coming from one person.

After much discussion it was decided this would be the committees:

Instruction/Curriculum – board members – Jay Sabitoni, Steve Cardi, Judy Lundsten (non-board member – Dennis Curran) Committee will oversee curriculum and instruction initiatives.

Fiscal/Recruitment (will change to Fiscal/Development to align with RIDE) board members include – David Rampone, John Santangelo, Mike Traficante (non-board members – Dennis Curran, Carol Corcelli and Richard Pecorelli).

**School Improvement – board members include – Dr. Leone, Paula McFarland, Mike Traficante (non-board members – Dennis Curran, Cindy Grady). This committee will monitor the FOCUS Flex Model work with RIDE as well as the accountability of the goals established in the School Improvement Plan.**

**Mr. Curran referred to page 23 of the Renewal Site Visit Protocol and reviewed the questions with the board. Mr. Traficante suggested for the next meeting we have a very limited agenda so we can break up into three groups and go over these questions and make plans for future committee meetings.**

**Ms. Ferris showed the board a form - Board of Directors Meeting Report Out (see handout 6 and 7 on file in the Superintendent's office) form that she would like board members to use and stated - in your binder we had talked about the action steps we would be taking and the eight different standards that are under #2 that we are going to have to address. At this point Ms. Ferris went over the questions with the board and explained the process. Ms. Ferris also spoke about thinking outside the box an example being using Agile Minds for math enrichment at the Charter School. A lengthy discussion ensued regarding curriculum and the role of the board members in regards to curriculum and policies.**

**Board Members Communications**



## **Public Hearing**

**a. Students (agenda/non-agenda matters) - none**

**b. Members of the Public (agenda matters only) - none**

## **Action Calendar/Action Agenda**

## **RESOLUTION**

**No. 9-1-13 – Resolved, that at the recommendation of the Executive Director, the Program of Studies Curriculum changes be approved for second and final reading.**

**Moved by Mr. Cardi; seconded by Mr. Rampone. All were in favor.**

**Public Hearings on Non-Agenda Items – none**

**Announcement of Future Meetings – Next meeting October 15, 2013.**

## **Adjournment**

**A motion to adjourn was made by Mr. Santangelo; seconded by Mr. Sabitoni. All were in favor.**

**Respectfully submitted,**

**Michael A. Traficante**

**Chairperson**